



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
NOVEMBER 14, 2013**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:30 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, November 14, 2013.

ROLL CALL

COMMISSION MEMBERS PRESENT:	<i>Raphael Courtney</i> , Chairperson <i>Leslie Coyote</i> , Vice-Chairperson <i>Fred Puhn</i> , Commissioner <i>Alyssa Robledo</i> , Commissioner <i>William Sendt</i> , Commissioner
COMMISSION MEMBERS ABSENT:	None
STAFF PRESENT:	<i>Stacey Stevenson</i> , Director of Administrative Services <i>Lilia Muñoz</i> , Human Resources Analyst
REPRESENTATIVES PRESENT:	<i>Alfredo Ybarra</i> , Director of Housing, Grants & Asset Mgmt. <i>Juan Sandoval</i>
<u>Police Department Representatives</u> <i>Chief Manuel Rodriguez</i> <i>Captain Jose Tellez</i> <i>Sergeant Dennis Leach</i> <i>Sergeant Matthew Smith</i> <i>Corporal Damian Ballardo</i>	<i>Corporal Steve Shephard</i> <i>Officer Murry Estabrook</i> <i>Officer William Phillips</i> <i>Officer Raziel Quiroga</i> <i>Officer Mark Segal</i>

SALUTE TO THE FLAG

Commissioner Puhn led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of September 12, 2013

Action: Motion made by Sendt, seconded by Puhn, and unanimously carried to approve the regular meeting minutes of September 12, 2013.

REPORTS FOR FILE

Personnel Report Report of Vacancies

Action: Motion made by Coyote, seconded by Puhn, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Creation of a New Classification – Property Agent

Director Stacey Stevenson provided the Commission a background of the request to create the new classification. Alfredo Ybarra, Director of Housing, Grants & Asset Mgmt. was in attendance and answered questions from the Commission. Further discussion ensued on the request.

Action: Motion made by Sendt, seconded by Robledo, and unanimously carried to create the classification of Property Agent.

B. Request to Restore Seniority for Juan Sandoval

Vice-Chairperson Coyote recused herself from the request, due to her father speaking to the request. Director Stacey Stevenson provided the Commission with a background of the request to restore seniority for Juan Sandoval. The Commission heard from Mr. Juan Sandoval, representatives from the Police Department and members of the Police Officers' Association. Further discussion ensued on the request.

Action: Motion made by Sendt, seconded by Robledo, and unanimously carried to continue discussion on request at a special meeting.

STAFF COMMENTS

Director Stacey Stevenson informed the Commission that departments were asked to prepare a three-year operating plan in anticipation of the district sales tax expiring in September 2016. We have a small committee reviewing them and will be making recommendations to the City Manager, the intent is to go to the City Council on January 21 with a plan document representing the entire City.

COMMISSIONER COMMENTS

None

ADJOURNMENT

Action: Motion made by Puhn, seconded by Robledo, and unanimously carried to adjourn the regular meeting at 7:56 p.m., Thursday, November 14, 2013, to a special meeting of the Civil Service Commission to be determined at a later date, in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.



CHAIRPERSON



DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.